

City of Reedsburg
“In Cahoots” Mini-Grant Application
Submission Guidelines

Reedsburg has numerous festivals and celebrations occurring throughout the year ranging from Living Windows and Butterfest to the Heritage Day Rendezvous and Fermentation Fest. These events bring the community together, bring visitors to our community and enhance Reedsburg’s livability and vitality. **The “In Cahoots” Mini-Grant seeks applicants to propose creative activities that will amplify these existing events.**

Four grants of up to \$500 will be available in the calendar year to individuals or organizations whose proposals best demonstrate the potential to showcase a creative synergy with these established events. This could mean proposing music, dance, theater, poetry, painting or sculpture that connects with and strengthens these events.

Please complete the application form on the following page. Applications will be reviewed by the Reedsburg Arts Committee (RAC) monthly based on the following criteria:

- **Artistic Quality:** The strength of the artist’s concept, vision and execution of the artwork
- **Artistic Merit:** The extent to which the project deepens and extends the appreciation of the arts
- **Context:** The architectural, historical, geographical, geological, and socio-cultural context of the site where the artwork will be installed or displayed
- **Structural Soundness:** The resistance to theft, vandalism, weathering, and/or excessive maintenance or repair costs
- **Public Safety:** Artwork shall not present a hazard to public safety
- **Diversity:** A range of style, scale, and exploratory as well as established art forms
- **Feasibility:** Evidence of the artist’s ability to successfully complete the work as proposed

Applications are due to the Reedsburg Arts Committee (RAC) on the 15th of each month until all funds for this program are awarded. The RAC will judge each application on an individual / non-competitive basis. One application per organization per month permitted.

Grants are awarded for specific projects, not for general support of ongoing activities. The specific project should be clearly identified in the grant application.

Not sure whether your project is a good fit? Have questions about the application process? Send us a short 3-5 sentence description of your project via email (not your full proposal) to: arts@ci.reedsburg.wi.us. We will get back to you after the next meeting, if not sooner.

The Reedsburg Arts Committee was formed in March 2017 and receives funding from the City of Reedsburg. The committee, made up of citizens nominated by the City Council & Mayor, is seeking ways to use some of these resources for the development of more arts & culture in Reedsburg.

“In Cahoots” Mini-Grant Application

Applicant Information

Name: _____

Street Address: _____

City / State / Zip: _____

Phone: _____ Email: _____

Applicant status:

- ☐ 501(c)(3) not-for-profit organization
- ☐ Tax Exempt Unit of Local Government (includes school districts)
- ☐ Other IRS recognized not-for-profit organization
- ☐ Individual

Project Title: _____

Amount requested from Reedsburg Arts Committee (up to \$500): \$_____

Describe the Applicant:

In the space provided please provide a concise summary of yourself or organization or attach a summary, 250 words or fewer.

Project Description: Please include what event you will be enhancing, project partners (if any), dimensions, materials, etc. (500 words or fewer)

Project Budget:

In the space provided, please provide a concise summary of the proposed project budget including any revenues, expenditures and in-kind contributions (or attach a summary). Ideally your revenues should equal your expenditures.

Revenues: Other grants, donations, sales or admissions received (if any)

Expenditures: Cost associated with the project

In-Kind: Donations other than cash

Do you have the necessary insurance coverage? ☐ Yes ☐ No ☐ I'm not sure

By submitting this application, the undersigned hereby certifies and affirms that:

1. They are an authorized representative of the applicant organization;
2. This application has received the approval of the applicant organization's governing board or chief administrative official;
3. The information contained in this application and its attachments is true and correct to the best of his/her knowledge.

Applicant's Signature: _____ **Date:** _____

Submission Requirements:

Submit at least two of the following, along with the application form. If sent digitally, send files as pdf or jpg:

- Artist resume(s) (Resumes or bios for lead artists and organizers)
- 2-4 examples of previous work or artist website
- Anything that demonstrates applicant's ability to realize the project

Email materials to arts@ci.reedsburg.wi.us or drop off a paper copy to the attention of Reedsburg Arts Committee at Reedsburg City Hall: 134 S Locust Street.

Deadlines: Applications are due to the Reedsburg Arts Committee by the 15th of each month until all funds for this program are awarded.

Questions? Email us at arts@ci.reedsburg.wi.us

(For Staff/Committee Use Only)

Date/Time Received: _____ Received By: _____